



1321  
MAY 04 2006

## MEMORANDUM

From: CAPT R. B. Hoffman  
CGPC (c)  
Acting

To: CAPT Wayne Dumas, USCGR

Subj: PRECEPT TO CONVENE A MAJOR RESERVE COMMAND SCREENING PANEL  
(MRCSP) FOR THE SELECTION OF CAPTAINS AND COMMANDERS BEST  
QUALIFIED FOR COMMAND POSITIONS DURING THE 2006 ASSIGNMENT  
SEASON

Ref: (a) Schedule of Active Duty Promotion List (ADPL) and Inactive Duty Promotion List  
(IDPL) Officer Personnel Boards and Panels, COMDTINST 1401.5AA  
(b) Personnel Manual, COMDTINST M1000.6A

1. You are hereby appointed President of subject Panel consisting of yourself as President and the following additional members:

CAPT Michael Milkovich, USCGR  
CDR Keith Smith, USCG  
CDR Sean Burke, USCG  
CDR Brian Thompson, USCG

Non-voting Panel/Sub-Panel Reporter:

LTJG Bryan Wick, USCGR

CDR P. A. Nowak, USCGR and CDR K. P. Bauer, USCGR will serve as advisers to the Panel and may appoint additional Reserve Personnel Management Division (CGPC-rpm) staff members to assist the Panel as required.

2. The MRCSP shall convene at 0800, 31 MAY 2006, in Suite 501, Coast Guard Personnel Command, or as soon thereafter as practicable, for the purpose of screening commanders for assignment to Port Security Units (PSU). There are no captains to be screened for Navy Coastal Warfare Commands since no O6 command billet is contemplated for rotation in this assignment season.

Subj: PRECEPT TO CONVENE A MAJOR RESERVE COMMAND SCREENING PANEL (MRCSP) FOR THE SELECTION OF CAPTAINS AND COMMANDERS BEST QUALIFIED FOR COMMAND POSITIONS DURING THE 2006 ASSIGNMENT SEASON

3. MRCSP eligibility criteria:

a. Command Cadre.

(1) O-6 Commands. The Panel will consider, O-6s and O-6 selects who:

(a) Are tour complete in 2006, or will have completed at least two years in their current assignment by 01 July 2006.

(2) O-5 Commands. The Panel will consider, O-5 and O-5 selects who:

(a) Are tour complete in 2006, or will have completed at least two years in their current assignment by 01 July 2006.

4. The MRCSP is to select the best qualified officers to command and lead our operational units. Your definition of "best qualified" should be consistent with the Commandant's Guidance to PY06 Officer Selection Boards, enclosure (1), and the selection guidance from section 14.A.3 of reference (b), which identifies four factors to consider in developing your criteria: performance, professionalism, leadership, and education. Also carefully review enclosure (2) which contains programmatic input on screening criteria. This documentation and your best judgment shall guide you as you develop your screening criteria. Evaluate the criteria employed, and at the conclusion of the Panel, prepare a summary of any recommended modifications to screening criteria.

5. In view of our 215-year legacy as a military, multi-mission, maritime service, we must select our most capable and responsible officers for operational Command leadership positions. Selection for these positions represents the highest degree of trust and confidence the Coast Guard can place in an officer. Those selected must have a proven record of superior leadership and reflect the highest standards of conduct, character, capability, attitude, and military bearing. We must ensure that Coast Guard personnel serving under the officers you select do so in an environment that inspires and develops our junior ranks. If we are to be successful in retaining a quality, diverse, and motivated work force, we must select the absolute best leaders. You and your fellow Panel members are the principal guarantors of this commitment. You have been very carefully selected to accomplish this task.

6. The Reserve Personnel Management Division will provide a list of officers meeting the eligibility criteria or who have been granted waivers to be considered by the Panel. The Panel will also be provided the number of anticipated vacancies for Command positions and the size of the candidate pool desired for each position. A CGPC staff member will brief you on the status of the records. Communications to the Panel from individual officers will be provided along with the necessary records and any clerical assistance you need. The Chief and Assistant Chief of Reserve Personnel Management Division will be available to discuss Service needs. They are

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included as non-voting Panel members to assist you in the execution of your duties and to gain a sense of the Panel's collective judgment for their own use when developing assignment slates.

7. The Panel shall be sworn. You should emphasize to the members of the Panel the importance of their obligation to confine themselves to the facts of record and not predicate judgments on rumor or hearsay. Recommendations of the Panel shall be kept confidential until the report is approved. Direct members not to divulge any information related to the proceedings and deliberations of the Panel.

8. Upon conclusion of the Panel, deliver a written report to Commander, Coast Guard Personnel Command. Your Panel report should contain the following information:

- a. A cover sheet
- b. A membership roster
- c. The convening, meeting and adjourning dates
- d. A prioritized list of officers recommended for Command positions.
- e. Recommendations for process improvement, if any
- f. A certification that, in the opinion of a majority of the Panel members, the officers recommended for Command leadership positions are the best qualified for these positions of those officers whose names were furnished to the Panel.

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Encl: (1) Commandant's Guidance to PY06 Officer Selection Boards  
(2) CG-RPD Memo 1412 of 21 Feb 2006